



04-30-01

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**TRANSMITTAL****VIA EXPRESS MAIL NO.: EK943945625US**

To The Honorable Commissioner  
of Patents and Trademarks  
Attn: Box Missing Parts  
Washington, D.C. 20231

Re: U.S. Patent Application 09/765,098 of: Clary, Michael et al. for their  
"ARTICULATING CHAIR"; filed: January 18, 2001.

LAW Dear Sir:

BUSINESS  
TECHNOLOGY

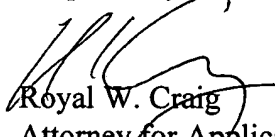
Transmitted herewith for filing are the missing parts of the application as stated in the enclosed copy of the Notice To File Missing Parts of nonprovisional application dated February 27, 2001. Enclosed are:

1. Copy of PTO Notice to File Missing Parts, mailed February 27, 2001.
2. One (1) verified statement to establish small entity status - 37 CFR 1.9 and 37 CFR 1.27. (Ind. Inventor).
3. One (1) verified statement to establish small entity status - 37 CFR 1.9(f) and 1.27 (b) (small business concern).
4. One (1) Combined Declaration and Power of Attorney.
5. Submission of Substitute Informal Drawings (8 sheets).
6. Our check No. 2641 in the amount of \$420.00 (to cover basic filing fee (small entity) and the surcharge for late filing)).
7. Our post card. Please date stamp and return.

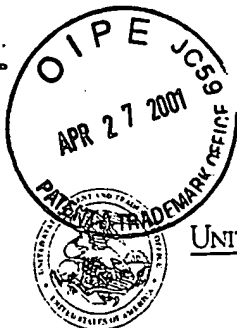
Please charge any unanticipated fees to our Deposit Account No. 03-3565 (a duplicate copy of this charge authorization is attached.)

Thank you for your cooperation and assistance.

Respectfully submitted,

  
Royal W. Craig  
Attorney for Applicant  
Reg. No. 34,145

I HEREBY CERTIFY that on April 27, 2001, one copy of the above-referenced documents were deposited with the United States Postal Service for delivery by Express Mail to the United States Patent and Trademark Office.



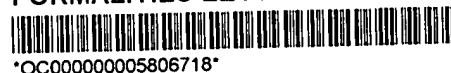
## UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/765,098	01/18/2001	Michael Clary	

CONFIRMATION NO. 8219

## FORMALITIES LETTER



ROYAL W. CRAIG  
A PROFESSIONAL CORPORATION  
210 NORTH CHARLES STREET SUITE 1319  
BALTIMORE, MD 21201

Date Mailed: 02/27/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- o The statutory basic filing fee is missing.  
*Applicant must submit \$ 710 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).*
- o The oath or declaration is missing.
- o To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- o **The balance due by applicant is \$ 840.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below. Applicant is given TWO MONTHS from the date of this Notice within which to correct the informalities indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- o Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. ( 5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

05/02/2001 BNGUYEN1 00000028 09765098

01 FC:201  
02 FC:205

355.00 OP  
65.00 OP

*A copy of this notice MUST be returned with the reply.*

  
\_\_\_\_\_  
Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 1 - ATTORNEY/APPLICANT COPY



#3

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Application of:

CLARY et al.

Appln. No. 09/765,098

Group Art Unit: to be assigned

Filed: January 18, 2001

For: **ARTICULATING CHAIR**

\* \* \*

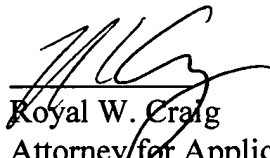
SUBMISSION OF SUBSTITUTE INFORMAL DRAWINGS

Hon. Commissioner of Patents  
and Trademarks  
Washington, D.C. 20231

Sir:

Attached hereto are 8 sheets of substitute informal drawings including changes required in the Notice to File Missing parts of Nonprovisional Application dated February 27, 2001 (*copy is attached herewith*).

Respectfully submitted,

  
Royal W. Craig  
Attorney for Applicant  
Reg. No. 34,145  
Date: April 27, 2001

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